



# Memphis and Shelby County Office of Planning and Development

CITY HALL 125 NORTH MAIN STREET-SUITE 468 MEMPHIS, TENNESSEE 38103-2084 (901)576-6619

**TO:** *Shelby County Attorney, ATTN: Danny Presley*

**FROM:** *Josh Whitehead, Director*

**DATE:** *September 9, 2016*

**SUBJECT:** *FORWARDING OF CASE NO: ZTA 16-001*

***Attached, please find Forwarding Materials for the above referenced item to be heard by the Shelby County Board of Commissioners.***

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FORWARDING MATERIALS (COPIES)	Z	Z (C-P)	<u><b>Z.T.A.</b></u>	S.U.P.
(1) Complete Application	_____	_____	<u><b>N/A</b></u>	_____
(2) LUCB Recommendation, Staff Report, Fiscal Impact Analysis, Letters	_____	_____	<u><b>X</b></u>	_____
ORDINANCE/RESOLUTION (Original and 2 copies)	_____	_____	<u><b>X</b></u>	_____
NOTICE FOR DAILY NEWS (Original and 1 copy)	_____	_____	<u><b>X</b></u>	_____
NOTICE TO OWNERS (Original and 1 copy)	_____	_____	<u><b>N/A</b></u>	_____
(1) Gummed Mailing Labels	_____	_____	<u><b>N/A</b></u>	_____
(2) List of Owners (Labels)	_____	_____	<u><b>N/A</b></u>	_____

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